



Brigham City Building Permit Submittal Requirements

The items listed below must be provided to the City when turning in plans for Building Permits. All items must be addressed or checked off in the box provided and then signed by the contractor, indicating that all required documentation has been provided. Any missing items may cause a delay in processing the application. **This sheet must be returned when submitting.**

☐ **2 complete sets of Building Plans**

These must include:

- **Plot plan-** showing the location and distances on the property from property lines (and existing structures if applicable) that the structure will be built.
- **Elevation Drawings-** include all four sides for new construction and partial views for additions and remodels
- **Wall sections-** these typically are one of the most important drawings to the Inspection Department during the review process. Please ensure that the drawings are clear and complete. Most applications that are returned to the contractor are due to incomplete wall sections.
- **Floor Plans-** of each level. Plumbing, Mechanical, Gas line & Venting Diagram and Electrical plans must also be included.
- **Res or Comm-Check-** showing compliance with the 2006 IECC.

☐ **Engineering- 2006 International Codes**

Due to the complexity of structures being built and the increasing structural requirements imposed by the Building Codes engineering is required for almost every structure being built. Seismic Zone D2 for residential and Seismic Zone D for commercial structures. Wind speed is 90 and exposure C, frost depth is 30". Ground snow load is 43 psf and roof snow loads are 30 psf. Plans must be wet stamped and signed by the engineer, copies may be denied, also if the engineering packet references a different city and subdivision they will be denied.

☐ **Building Permit application**

The application must be complete when submitting. The General Contractor, Electrical Contractor, Plumbing Contractor, Mechanical Contractor, **(including contractor license number)**, valuation and signature section must be complete.

☐ **Pre-Pay Requirements**

When submitting for a building permit a \$100.00 pre-pay is required for all commercial projects and new SFD's. A \$27.75 pre-pay is required for all other permits. The pre-pay is non-refundable once the review process has started.

☐ **Other**

Any information as required above but not provided, please explain: _____

Signature: _____

Date: _____

*Date of Application		*Date Work Starts		Receipt No.		Date Issued		Permit No.									
*Proposed Use of Structure				BUILDING FEE SCHEDULE													
*Building Address				Square Ft. of Building		Valuation \$											
Address Certificate No.				<input type="checkbox"/> Rough Basement		Building Fees											
Assessors Parcel No.				<input type="checkbox"/> Finish Basement		Plan Check Fees											
Lot # Block Subdivision Name & Number				Carport Sq. Feet		Electrical Fees											
Property Location				Garage Sq. Feet		Plumbing Fees											
<input type="checkbox"/> If metes and bounds see instructions				No. of Building		R. Value		Mechanical Fees									
Total Property Area - In Acres or Sq. Ft.				No. of Stories		Walls Roof		Water Connection									
Total Building Site Area Used				No. of Dwellings		R R		Sewer Connection									
Business Name (If applicable)				Type of Const.		Occ. Group		Electric Connection									
*Owner of Property				*Phone				Temporary Electric									
*Mailing Address				*City - Zip				State Fee									
*Architect/Engineer				*Phone				Deposit									
*General Contractor				*Phone				Prepay ()									
*Business Address, City, State, Zip				*State License No.													
*Electrical Contractor				*Phone													
*Business Address, City, State, Zip				*State License No.													
*Plumbing Contractor				*Phone													
*Business Address, City, State, Zip				*State License No.													
*Mechanical Contractor				*Phone													
*Business Address, City, State, Zip				*State License No.													
*Previous Usage of Land or Structure (Past 3 Years)																	
*Dwelling Units Now on Lot				*Accessory Buildings Now on Lot													
Type of Improvement/Construction: <input type="checkbox"/> Addition <input type="checkbox"/> Build <input type="checkbox"/> Convert Use <input type="checkbox"/> Demolish <input type="checkbox"/> Fence <input type="checkbox"/> Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Sign																	
*No. of off street parking spaces: Covered: Uncovered:																	
SUB-CHECK		ZONE		Zone Approved By:		Water Meter Size:		Water Service Size:									
<input type="checkbox"/> Disapproved <input type="checkbox"/> Approved		Date		Sub-Check By:		Deposit Required: <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$											
<table border="1" style="width:100%; border-collapse: collapse;"> <tr><th colspan="4">Minimum Setbacks in Feet</th></tr> <tr><td>Front</td><td>Side</td><td>Side</td><td>Rear</td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </table>		Minimum Setbacks in Feet				Front	Side	Side	Rear					<div style="text-align: center;"> Plot Plan </div>		<p style="text-align: center;">This application does not become a permit until signed below</p> <p>Plan Check OK by: _____ Date _____</p> <p>Signature of Approval: _____ Date _____</p> <p>This permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.</p> <p>Signature of Contractor or Authorized Agent _____ Date _____</p> <p>Signature of Owner (If Owner) _____ Date _____</p>	
Minimum Setbacks in Feet																	
Front	Side	Side	Rear														

NOTE: 24 HOUR NOTICE IS REQUIRED FOR ALL INSPECTIONS